



CITY OF SAN BRUNO

Community Services Department

MEETING MINUTES

Senior Citizens Advisory Board August 18, 2020

1. **Call to Order/Roll Call:** Chair Carmichael called the meeting of the Senior Citizens Advisory Board to order at 9:03 a.m. Board Members Present: Chair Carmichael, Vice-Chair Goff, Chu, Epperson, Martinez, Tracey, and Treasurer Hornung. Board Members Excused: Luzaich. Staff Present: Brewer, DeMartini, Tessier, and Wallace.
2. **PLEDGE OF ALLEGIANCE:** Chair Carmichael led the Pledge of Allegiance.
3. **REVIEW OF AGENDA:** Changed next meeting date to September 15, 2020.
4. **ACCEPTANCE OF MINUTES:** The Board accepted the minutes of the July 21, 2020 meeting with corrections.
5. **CONSENT CALENDAR:** None.
6. **PUBLIC COMMENT:**
Alicia Chu would like the minutes to reflect monetary amounts in reports if information is available.
7. **UNFINISHED BUSINESS:**
 - a. Receive and File Monthly Meal Totals – **Superintendent Brewer** presented. Meals are being served through delivery as well as grab and go at the Senior Center.
 - b. Senior Advisory Board Budget and Financial Update – **Superintendent Brewer and Finance Director DeMartini** presented. A funding overview, the accomplishments and strategic initiatives, the operating budget, the purchasing process improvements, the parking lot resurfacing project, and the trash enclosure project were included in the presentation. Bequest fund balance is approximately \$754,000 on the City's books. A new bequest was received a recently and is over \$1 million. It currently resides in a trust. Senior Advisory Board can provide direction about use of funds, but ultimately City Council is the body that appropriates the funds. Discussion about funding the parking lot resurfacing project and the trash enclosure project using bequest funds. **M/S Goff/Tracey** to use \$445,000 from the bequest fund for the parking lot resurfacing project and the trash enclosure project. Passed 5-1-0.
8. **NEW BUSINESS:** None.
9. **ITEMS FROM BOARD MEMBERS:**

- a. Restroom Facility Upgrade (Chu) – **Board Member Chu** wanted to make sure that the facility is as safe as possible. The bathrooms need to be upgraded with better lighting, ADA and automatic flush toilets, touchless faucets, and touchless hand dryers. **Superintendent Brewer** will meet with the Community Services Director as well as the City's ADA specialist to see what can be done.
- b. Parking Lot Restriping (Tracey) – **Board Member Tracey** stated that this has been previously discussed.

10. ITEMS FROM STAFF:

- a. Senior Advisory Board Annual Report – Items to include (Brewer) – **Superintendent Brewer** stated that the annual report will be presented at the September 22nd City Council meeting. She will pull together the information and present it at the next Senior Advisory Board meeting.

11. ADJOURNMENT: Meeting was adjourned at 10:23 a.m.